



County of Fairfax, Virginia

To protect and enrich the quality of life for the people, neighborhoods, and diverse communities of Fairfax County

Electoral Board

Amb. (ret.) Christopher Henzel
Chairman

Bettina M. Lawton
Vice Chairman

Katherine K. Hanley
Secretary

**General Registrar/
Director of Elections**

Eric L. Spicer

ELECTORAL BOARD MEETING

Date: Monday, June 13, 2022

Time: 3:00 p.m.

Location: Conference Room 315

AGENDA

- I. Call to Order, Welcome, and Introduction
- II. Adoption of the Agenda
- III. Approval of the Minutes
 - May 12, 2022
- IV. Appointment of Election Officers
- V. General Registrar's Report
- VI. Electoral Board Reports
- VII. New Business
- VIII. Public Comment
- IX. Adjourn

MINUTES
Fairfax County Electoral Board
May 12, 2022

The Fairfax County Electoral Board (Board) met on Thursday, May 12, 2022, in Conference Room 315 at the Fairfax County Government Center located at 12000 Government Center Parkway, Fairfax. Chairman Amb. (ret.) Christopher P. Henzel; Vice Chairman Bettina M. Lawton; Secretary Katherine K. Hanley; General Registrar Eric L. Spicer; Deputy Registrar Cheryl Jones; and Clerk to the Electoral Board Beth Dixon Methfessel were present.

IT Manager Cord Whitehouse; Assistant Registrar for Voter Satellite Offices Helen Chaikovsky; Election Officer Manager Ravi Udeshi; Voting Equipment Manager Tyrone Allen; Voter Registration Supervisor Bushra Ardan; Supply Manager Kay Garrison; Election Officer Assistant Coordinator Alina Selnick-Escobar; IT Business Analyst George Panagakos; IT Technician Logan Mongilutz; Assistant for Absentee Voting Sean Stewart; Jack Kiraly (Executive Director Fairfax County Democratic Committee - FCDC); Gregory Brandon (FCDC Central Communications); Carol Allen (FCDC Election Law and Voter Protection); Christine Brim and David Lopez (Fairfax County Republican Committee (FCRC) Election Integrity Committee); Dave Lopez and Robert Maggi (Fairfax County election officers and/or residents) also attended the meeting in person.

The following individuals participated using the Zoom videoconferencing platform: Assistant to the General Registrar Pat Ferguson; Nazila Arefi, Steve Barch, Linus Bumbaca, Florence Brown, Jeanne Faubell, Wes Fontaine, Lisa Hogle, B. Gissell Jimenez, Bill Lewers, Kathryn Martin, Kurt Mockenhaupt, Sonia Skipper, Todd Strelow, Jerald Taylor, and Cary Threat, Office of Elections (Office) staff and/or rovers; Jeff Shapiro (FCRC Liaison to the Electoral Board); Maria Vorel (FCDC Precinct Operations); Arina van Breda and Maggi Luca, (League of Women Voters - LWV); Harold Sinnett (member FCRC); Stephen Spitz (member FCDC); William Denk, Phyllisa Goldenberg, Dianna Hashemi, Bill Millhouser, Harold Sinnett, Jean Thoensen, and Debbie van Opstal (Fairfax County election officers, and/or residents).

Mr. Henzel called the meeting to order at 3:00 p.m. He announced that since the last meeting, new audio/visual equipment was installed in the conference room. He explained that the procedure for Public Comments has not changed; the "Raise Hand" function found in Reactions should be used for those who want to make a comment. Those recognized to offer a comment must identify themselves and any organization they represent. Ms. Hanley asked the Zoom participants if they could hear the Board, and all responded affirmatively.

Ms. Hanley moved approval of the agenda. By a vote of 3-0, and with no objection, the May 12, 2022, meeting agenda was adopted.

Ms. Hanley moved approval of the Draft Minutes of the Board meeting held on April 14, 2022, and by a vote of 3-0, the Minutes of the Board meeting held on April 14, 2022, were adopted.

Ms. Hanley moved appointment of 65 election officers (EO) (23 Democrats, 15 Independents, and 27 Republicans) for a term ending February 28, 2023. The motion passed by a vote of 3-0.

Under the General Registrar’s report dated May 9, 2022 (attached and made a part of this record), Mr. Spicer updated the voter registration numbers since the last Electoral Board meeting:

Registered Voters	As of May 6, 2022	Change from 4/11
Active registered voters	749,503	2,900
Inactive registered voters	37,721	-197
TOTAL	787,224	2,703

The voter notification of changes to precincts and/or polling places will be mailed within the week. Staff is continuing to check and verify that all changes are accurately reflected in the statewide voter registration and information system (VERIS).

On May 24, 2022, the Office of Elections requested the Board of Supervisors to authorize a Public Hearing on June 7, 2022, to approve the following precinct and polling place changes. Ms. Hanley explained that in addition to precinct and polling place changes, the Board of Supervisors must authorize, through an ordinance, any change to the number of voter satellite offices. Voter satellite offices used for an election must be posted 55 days in advance of that election. No changes may be made to a polling place within 60 days of an election.

- 1) St. Thomas á Becket Catholic Church, the current polling place for both North Point #1 and North Point #2 precincts, notified the Office of Elections that it could not logistically accommodate voting for both precincts. North Point #1 precinct will be moved to Aldrin Elementary School and be renamed “North Point.” North Point #2 will continue to vote at St. Thomas á Becket and to avoid voter confusion, the precinct will be renamed “Piney Run.”
- 2) The polling place for Lorton precinct was temporarily relocated in March 2020 to accommodate construction and expansion of its polling place at Lorton Library. The library, as part of the newly expanded Lorton Community Center, will reopen in August 2022. The polling place for Lorton precinct will be moved back to Lorton Community Center.
- 3) The Fairfax County School Board voted to change the name of Mosby Woods Elementary School, the current polling location for Mosby #1 and Mosby #2 precincts, to Mosaic Elementary School. The Board of Supervisors will recognize and adopt this change.
- 4) St. Peter’s in the Woods Church, the current polling location for Fairfax Station precinct, notified the Office of Elections that it will be undergoing renovation expected to last for

the next two years. The polling place will be moved to the Burke Centre Library, a location within one mile of the precinct boundary.

Also on May 24, 2022, a public hearing will be requested on June 7, 2022, to change the number of voter satellite offices.

- 1) Lorton Library, previously used as a satellite voting location due to its ideal location in southern Fairfax County, was unavailable for consideration as a voter satellite office due its closure as part of the expansion of the proposed Lorton Community Center. The project is now complete and is expected to reopen in August 2022. The newly expanded Lorton Community Center will provide a more central location and improved accessibility for voters than Laurel Hill Golf Club, therefore Lorton Community Center will be added as a voter satellite office and Laurel Hill Golf Club will be removed.
- 2) In response to the anticipated construction of the Franconia Governmental Center, and to provide additional support for early voting in Springfield, the proposed ordinance will also establish an additional voter satellite office at the Richard Byrd Library.

Recruitment is underway for a Business Analyst I for the IT Division, followed by advertisements for the positions of Election Operations Manager, Assistant Voting Equipment Custodian, and Voter Services Manager. Once all essential vacant positions are filled, a Workforce Planning analysis will be undertaken for all positions in the agency.

A ballot order for 59,200 was received for use in the June primary with a minimum of 25% of ballots for each precinct and up to 35% of ballots for new precincts and precincts with high turnout in comparable elections. An order of 20,800 ballots was received to provide emergency backup for early voting satellites, with a minimum of 7% of ballots for each precinct and 11% of ballots for precincts closest to each voter satellite office. These pre-printed ballots will only be used if there is a problem with the ballot on demand system.

Logic and Accuracy (L&A) testing was completed last month for the voting equipment to be used at early voting satellites and the voting equipment to be used in the Central Absentee Precinct (CAP). L&A testing for the voting machines to be used at the precincts for the June primary began on May 10 at the Springfield Logistics Center and will be completed within one to two weeks. Mr. Henzel asked for the schedule of the ongoing L&A testing. Mr. Allen responded that testing begins every day at 7:30 a.m. and concludes at 2:30 p.m.

On Friday, May 6, the first day of absentee voting, 10,719 ballots were mailed to voters with 146 email ballots sent to overseas and military voters for the 8th Congressional District. Eighty-two styles (82) of precinct-specific ballots will be used for the June 21, 2022, Democratic Party Primary. The results will be reported by precinct for this election. The Government Center opened for early voting on May 6 with twelve people (12) voting that day. Effort will now be directed to prepare the five voter satellite offices that open on June 11. Training for the staff and supervisors at these locations will begin on May 31.

On April 19, ELECT informed the Office that the live pilot for the Election Day Electronic Pollbook (EPB) will not be supported for the June primary. For the June primary, the Poll Pads will be stored in the gray equipment cart, and the Chief EO will be instructed to update them with the latest voter file on Monday evening during the pre-election set-up.

As a pilot test, each Election Day precinct, as well as the voter satellite offices, will be given one additional iPad. This device will not function as an EPB; it will be used primarily by the Chief EO to input the provisional ballot log. The paper log will also be used concurrently to track provisional ballots. If successful, the digital provisional ballot log will streamline the process of preparing the provisional voter log after Election Day.

Under the Secretary's Report, Ms. Hanley asked Ms. Methfessel to elaborate on the enhancement to the Office website that improves public access to information. Ms. Methfessel explained that the draft minutes will continue to be posted 3-5 days before the Electoral Board meetings. No later than 24 hours prior to the meetings, the documents that will be under discussion will be posted on the Electoral Board's landing page (under the link "Meetings"). The documents will no longer be sent as email attachments and will remain accessible on the website. Ms. Hanley commented that in 2016, the law required the posting of minutes, but now other documentation, such as the General Registrar's report, will be available. Henzel clarified that only the minutes are currently posted from 2016 to present. Ms. Lawton asked how people will be notified of the Board meetings. Ms. Methfessel responded that anyone can ask to be added to the Electoral Board Notification List. She will continue to send a reminder about the meetings that will include the link to the documents. The Zoom link will not be posted to the website, however, if a request for the Zoom link is received by the Clerk, the instructions will be sent as soon as the Zoom link for the meeting is created.

Ms. Hanley encouraged voters who would like to verify their current electoral districts to check their registration status in VERIS. As soon as full confidence in the accuracy of the re-precincting data in VERIS is established, voter notification notices will be sent to all registered voters. Posting to the Office website of maps that further inform voters of their electoral representation will also be considered.

The locations for the voter satellite offices for the November 2022 election will be established once the June primary is concluded.

Under the Vice Chairman's report, Ms. Lawton asked Mr. Spicer for a list of precincts needing Vietnamese-speaking EOs. Mr. Udeshi will provide this information. Given that there is only one hour (from 5 a.m. to 6 a.m.) to set-up on Election Day, Ms. Lawton expressed concern about the possibility of election teams also having to sync and update the Poll Pads. Mr. Spicer explained that over 90% of the Poll Pads will be updated on Monday evening. The small number of election teams that need to wait until Tuesday will have multiple support staff to assist them. Ms. Hanley added that the Poll Pads can't be updated until after the conclusion of early voting on Saturday, June 18.

Under the Chairman's report, Mr. Henzel commented that he has received numerous questions regarding third-party registration drives and third-party absentee ballot application drives. Staff confirmed that the Board will be informed when these drives are scheduled.

Currently there are two voter registration drives underway with the League of Women Voters conducting one of them. There are no active absentee ballot drives.

There was no New Business.

Under Public Comments, Mr. Henzel instructed the attendees that all questions and comments are to be addressed to the Board, and the Board will determine the appropriate response and refer it to staff if necessary. Mr. Henzel asked staff members to come forward to the microphone to respond.

Ms. Brim asked about the status of the request to ELECT to transcribe email and unscannable ballots. Mr. Spicer responded that a hand count is planned for the June primary.

Mr. Lopez asked if data from the jury questionnaires is being sent from the Clerk of the Fairfax County Circuit Court (Court) to the Office and if this information is cross-checked in VERIS. Ms. Ardalan responded that the mentally incapacitated list is received monthly from the Court, and if an active voter is on the list, their record in VERIS is cancelled. Mr. Henzel asked if the non-citizen report is provided by the Court. Ms. Ardalan clarified that the non-citizen report originates with the Division of Motor Vehicles (DMV) and is sent to ELECT. ELECT populates the local hoppers with this information. If an individual from the non-citizen report is found in VERIS, they will be sent a notification of intent to cancel for non-citizenship. If an affirmation of citizenship is not received within two weeks, the voter's registration record will be cancelled. Mr. Henzel asked if the Court sends a list of non-citizenship based on responses to the jury questionnaires. Ms. Ardalan answered that she is unaware of the Court providing a list of potential jurors responding on the questionnaire that they were non-citizens. Ms. Hanley remarked that at some point in the past this information may have been provided by the Court. Ms. Lawton recalled that a question was raised that it may be a violation of privacy for the Clerk of Court to send responses from the jury questionnaires to the local registrars. The Board asked Mr. Spicer to follow-up on this issue.

Mr. Brandon asked for a broad characterization of the Freedom of Information Act (FoIA) submissions over the past several months. Mr. Spicer responded that the FoIA requests cover a broad range of topics, including the printer oaths and statements, individual voting records, and grants from non-governmental entities.

Mr. Shapiro suggested posting the Board documents online from January 1, 2022. Mr. Henzel asked staff to consider this request. Mr. Shapiro asked if a procedure is in place to handle the returned voter notifications of changes to precincts and/or polling places. Ms. Jones responded that the same process is applied to these notifications as to any undeliverable election mail. Ms. Ardalan answered that the returned mail will be entered into VERIS which will generate a national confirmation of address (NCOA) mailing. The voter will receive a notification that their address must be confirmed within thirty (30) days. If no response is received, the voter is marked as Inactive. If there is no election activity for two federal general elections, the voter's registration record is purged from VERIS. Mr. Henzel asked what would happen if an inactive voter shows up in their precinct to vote. Ms. Ardalan answered that the voter must sign an Affirmation of Eligibility. If the voter provides all required information and signs the document, they are permitted to vote a regular ballot. The Affirmation of Eligibility forms are returned in Envelope #8 and the voter's record is updated in VERIS.

Ms. Vorel asked about the scope of the problem regarding non-citizens attempting to vote given the level of concern that has been expressed at the last several Board meetings. Mr. Henzel noted that he is interested in this issue but did not offer any numbers. Mr. Spicer added that there are no statistics on the number of people who are turned away from voting due to lack of citizenship. Ms. Ardalan answered that non-citizen records are cancelled and therefore these individuals would not appear on the voter rolls. Mr. Henzel expressed concern that DMV's process is essentially based on the honor system, and as such, creates a potential vulnerability. While it has been established that there aren't that many cases where this has been discovered, he opined that there is no way to know how often it happens because it is "hard to know." Mr. Henzel asked that any additional statements on this subject be submitted in writing and they will be entered in the record.

Mr. Brandon submitted that the DMV is now providing a driver's license (Real ID) that requires proof of citizenship.

There being no further business, Ms. Hanley moved to adjourn. The motion carried, and without objection, the meeting was adjourned at 3:49 p.m.

Attachments

Amb. (ret.) Christopher P. Henzel, Chairman

Bettina M. Lawton, Vice Chairman

Katherine K. Hanley, Secretary



County of Fairfax, Virginia

GENERAL REGISTRAR'S REPORT

DATE: June 9, 2022

TO: Amb. (ret.) Christopher Henzel, Chairman of the Fairfax County Electoral Board
Bettina M. Lawton, Vice Chairman of the Fairfax County Electoral Board
Katherine K. Hanley, Secretary of the Fairfax County Electoral Board

FROM: Eric L. Spicer, General Registrar and Director of the Office of Elections

CC: Beth Dixon Methfessel, Clerk to the Electoral Board
Office of Elections – All staff

SUBJECT: General Registrar's Report for the June 13, 2022 Electoral Board meeting

Voter Registration

Registered Voters	As of 6/6/22	Change from 5/6/22
Active registered voters	750,732	+1,229
Inactive registered voters	37,537	-184
TOTAL	788,269	+1,045

Registration Transactions	May 2022 (5/1 to 5/31)	Year-to-Date (1/1 to 5/31)
DMV online voter registration transactions	14,806	77,979
Web voter registration transactions	1,453	4,009
Third-party voter transactions	927	2,093
Other voter registration transactions	1,631	3,378
TOTAL	18,817	87,459

Voter Cancellations	May 2022 (5/1 to 5/31)	Year-to-Date (1/1 to 5/31)
Deceased	654	1,753
Out-of-state	234	930
Other	136	375
TOTAL	1,024	3,058

Fairfax County Office of Elections

12000 Government Center Parkway, Suite 323, Fairfax, Virginia 22035
Phone: 703-324-4735 | Fax: 703-324-4706 | TTY: 711 | elect@fairfaxcounty.gov
<https://www.fairfaxcounty.gov/elections>

Redistricting

Redistricting Mailing to Voters

The redistricting mailing has been sent to all voters (active and inactive). We will provide more information about the redistricting mailing during the Board Meeting.

Board of Supervisors Package – Changes to Precincts, Polling Places, and Satellite Offices

On June 7, after a public hearing, the Board of Supervisors unanimously approved an ordinance that will take effect on June 22 to relocate a polling place and rename precincts in the Hunter Mill District; relocate a polling place in the Mount Vernon District; rename polling places in the Providence District; and relocate a polling place in the Springfield District. After a public hearing, the Board of Supervisors also unanimously approved an ordinance that will take effect on June 22 to establish additional voter satellite offices at Richard Byrd Library and Lorton Community Center and remove the satellite office at Laurel Hill Golf Club.

June 2022 Democratic Party Primary Election

Absentee Ballots Mailed and Returned

As of June 7, we mailed 11,342 ballots to voters in the 8th Congressional District. A total of 4,428 mail absentee ballots have been returned including 4,326 ballots returned by mail and 102 ballots returned by Drop Box.

Ballots Requiring Curing

As of June 7, voter statements on 101 of the 4,428 returned absentee by mail ballots have required curing. Twenty-three of those have been cured.

In-person Absentee Voting

As of June 7, 131 individuals voted in-person absentee at Government Center.

Office Personnel

We have filled four of five appointed positions and we are filling the fifth position as follows:

Deputy Registrar:	Cheryl Jones
Voting Equipment Manager:	Tyrone Allen
Absentee Manager:	Sean Stewart
Satellite Voting Manager:	Helen Chaikovsky
Assistant Satellite Voting Manager:	Being filled by Florence Brown

We recently promoted George Panagakos to a Business Analyst I position for the IT Division. We are in the process of filling an Election Operations Manager position. We will soon recruit for an Assistant Voting Equipment Custodian and a Voter Services Manager. We will also undertake a thorough analysis of all positions.



FOIA

From May 10 to June 8, we received 19 VFOIA requests and sent 18 responses. We are working on the remaining 1 request. Copies of the requests and responses have been shared with each member of the Electoral Board.

Voter Rolls

Confirmation Mailings and Cancellation Process

Pursuant to state law (§ 24.2-428) and the National Voter Registration Act (NVRA), the Virginia Department of Elections (ELECT) conducts an annual address match of Virginia's voters against records in the United States Postal Service's (USPS) National Change of Address (NCOA) registry, which is a process that is conducted as part of ELECT's membership in the Electronic Registration Information Center (ERIC). The NCOA database catalogs change of address requests submitted by individuals to the USPS when moving. ELECT relies on this database to identify voters registered in Virginia who may have moved and may need to update or cancel their voter registration. Voters registered in Virginia who are identified as potential movers by the NCOA list are then sent a confirmation mailing by forwardable mail to their last known Virginia address asking the voter to either verify their residential address or request cancellation of their Virginia voter registration.

Confirmation mailings include a postage prepaid envelope and a confirmation form that voters can utilize to confirm that their address did or did not change, or to request that the general registrar cancel their registration, if appropriate. Voters who respond to the mailing within 30 days and confirm that their place of residence has not changed or that their new address is in Virginia remain on the voter registration list as active, Virginia-registered voters. Voters who do not respond to the notice within 30 days or whose confirmation mailing is returned as undeliverable are then classified as 'Inactive' on the voter registration file. Voters identified as such will be removed from the voter registration list if the voter fails to either vote or update their voter registration over a period of two federal general elections (2 to 4 years).

Voters who have been designated as 'Inactive' by the process outlined above may still cast a ballot on Election Day. Any 'inactive' voters are required to sign a statement declaring that they are a qualified and registered voter of the precinct at which they are present, and they will be added to the pollbook by officers of election and permitted to vote.

Following each federal general election, ELECT will cancel individuals who have been on the inactive list without voting for a period of two federal general elections. Virginia voters identified in ERIC as those who moved, whether in-jurisdiction or to another jurisdiction, are entered into the confirmation process as required by the NVRA and Va. Code § 24.2-428 and receive confirmation mailers at their Virginia addresses by forwardable mail.



Confirmation Mailings and Cancellation Process (Continued)

In addition, ELECT sends cancellation request mailers to those on the Virginia voter registration list who have been identified by ERIC as having moved out-of-state. The out-of-state mailer project is expected to reach voters soon after they move, allowing voters to cancel their registration immediately without having to wait for the routine confirmation process. This additional mailer to the out-of-state addresses increases the likelihood that registered voters will receive the notice and instruct ELECT to cancel their Virginia voter registrations.

The confirmation mailings described above, including NCOA, in-state movers, and out-of-state cancellations, occur once per year, usually in July. The most recent confirmation mailing occurred in July 2021. Due to the COVID-19 pandemic, the confirmation mailings in 2020 were delayed until December 2020.

Undeliverable Voter Registration Mail

When we receive undeliverable voter registration mail that is returned by the post office, our voter registration staff make an entry in the voter's record on VERIS to flag them for inclusion in the next confirmation mailing. We will follow this process for all undeliverable mail that is returned by the post office from the redistricting mailing. We expect to receive a large volume of undeliverable mail from this mailing because it was mailed to all voters including inactive voters. As of June 8, we received approximately 17,000 pieces of undeliverable mail from the redistricting mailing. Inactive voters are already included in the confirmation mailing process.

Voter Requests for Cancellation

In addition to the voter cancellation process that is managed by ELECT, individual voters can submit a request to have their voter registration cancelled. When a voter submits a completed official Request to Cancel Voter Registration form to our office, the voter's registration is cancelled. We send a cancellation letter to the voter's residence address.

Non-Citizen Hopper

The Code of Virginia § 24.2-410.1 requires the DMV to request that all customers identify their citizenship status. On a monthly basis, the DMV shares the list of individuals who responded 'No' to the citizenship question with the Virginia Department of Elections (ELECT). ELECT matches this information to the list of existing registered voters, and any potential matches are provided to the appropriate local general registrar for further review and processing.

Each month, through the non-citizen hopper in VERIS, ELECT provides us with a list of individuals who responded 'No' to the citizenship question with the DMV. Based on state law, we send these individuals a Notice of Intent to Cancel letter along with an Affirmation of Citizenship form. If an individual does not return a signed Affirmation within 14 days VERIS automatically removes them from the list of registered voters. If the individual is a citizen entitled to vote in Fairfax County and they did not return the Affirmation during the required time period, they can complete a new voter registration form in the future.



Non-Citizen Hopper (Continued)

During 2021, a total of 370 individuals in Fairfax County who responded 'No' to the citizenship question with the DMV were automatically removed from the list of registered voters because they did not submit a signed Affirmation of Citizenship form. Comparably, according to statistics provided by ELECT, during the one-year period from September 1, 2020 to August 31, 2021, a total of 1,302 voters in the Commonwealth of Virginia were removed from the list of registered voters because they checked 'No' to the citizenship question at the DMV and they did not submit a signed Affirmation of Citizenship form.

From January 1, 2022 through May 31, 2022, a total of 164 individuals were removed from the list of registered voters in Fairfax County because they responded 'No' to the citizenship question with the DMV and they did not submit a signed Affirmation of Citizenship form. In May, we received a list of 115 individuals in the VERIS non-citizen hopper and 46 of these individuals have affirmed their citizenship.

Jury Questionnaires

During the May 12 Board meeting, Electoral Board Members asked if it would be possible for us to obtain information for individuals who responded 'No' to the citizenship question on the jury questionnaires that are maintained by the Circuitry Court. I am researching this matter with John Frey, Clerk of the Circuit Court.

Death of Voter

Pursuant to Va. Code §§ 24.2-404.3 and 24.2-408, ELECT is required ensure that voters who have died are removed from the voter registration list in a timely manner. The Code of Virginia § 24.2-404.3 requires ELECT to conduct a match of the voter registration list against the list of deceased persons maintained by the Social Security Administration (SSA). The SSA distributes its death records through the U.S. Department of Commerce's National Technical Information Service (NTIS). The Code of Virginia § 24.2-408 requires the Bureau of Vital Statistics (BVS) at the Virginia Department of Health to provide ELECT a monthly list of those who have died in the previous month. Currently, the BVS uploads a monthly file to ELECT containing these records.

Each month, the data from NTIS and BVS is loaded into the Virginia voter registration system. The records are matched against existing registered voters and any potential matches are provided to the responsible local general registrar for further review and processing. ELECT also receives a death report from the Electronic Registration Information Center (ERIC). ERIC also subscribes to the NTIS data and compares Virginia's data to the SSA data.

Death of Voter (Continued)

Each month, ELECT provides us with information on deceased individuals in the Death Hopper in VERIS and we take action to remove these individuals from the list of registered voters.

When the death of a voter is reported to our office on the official Report of Death of Registered Voter form, we cancel that voter's record. VERIS will generate a cancellation letter expressing condolences to "The Family of" the deceased former voter.



Mentally Incapacitated Adjudications

Pursuant to § 24.2-410 of the Code of Virginia, the clerks of the Circuit Courts send ELECT a paper-based monthly report indicating any individuals who were adjudicated mentally incapacitated. Each month, we receive this information from the Circuit Court and we take the appropriate action to remove individuals from the list of registered voters.

Early Voting Satellites

The Fairfax County Government Center early voting location (rooms 2/3) opened on Friday, May 6th. The other five early voting locations will open on June 11. All six early voting locations will utilize a Ballot on Demand system as a pilot project. Based on the successful operation of the Ballot on Demand system, we expect to use this at all satellite locations in the fall and future elections.

IT, Voting Equipment, and Warehouse

New Poll Pads

We are in the process of leasing an additional 200 Poll Pads. In addition to the 1,000 Poll Pads that have already been leased, this will provide approximately the same number of devices that we have had in the past. The new Poll Pads are 9th generation iPads. These Poll Pads will run searches quicker and allow better customer service at early voting locations and precincts.

Logic and Accuracy Testing for June 2022 Democratic Party Primary Election

L&A testing for the voting machines to be used at precincts on Election Day began on May 10 at the Springfield Logistics Center and was completed on May 24.

Voting Equipment Carts

We are in the process of replacing the 20-year-old voting equipment carts. The existing carts have been used extensively and must be replaced to maintain the security of our election materials.

Election Supplies, Materials, Official Forms and Related Election Materials

We are finishing the preparation of election supplies, materials, official forms, and related election materials for the June 2022 Democratic Party Primary Election.

Election Day

Revised SOR

We have revised the Statement of Results (SOR) to more closely match the SOR provided by the Department of Elections and to improve the collection and reporting of election results. Opening (zero) tapes and Closing (results) tapes will be attached to each copy of the SOR.



Posting Opening (zero) Tapes and Closing (results) Tapes

We will post opening (zero) tapes and closing (results) tapes for each machine used at each polling place. This will take the place of writing the results on and posting the Call-in Sheets. We contacted staff at ELECT to confirm that we are not prohibited from posting these tapes. Staff at ELECT also informed us that we are not required to post results at the polling places.

Chiefs Notebook

We have prepared an updated Chief Officer/Assistant Chief Officer Notebook for this election and created many new election day guides. These guides will be provided as handouts to each precinct and a duplicate copy is in the Chief/Assistant Chief Notebook. The Notebook, guides, and other documents are published at <https://training.electionofficers.com>.

Election Officer Assignments

We have assigned and confirmed election officers in all required positions as of June 3. We are doing daily maintenance and replacing any cancellations immediately.

Election Officer Training

All assigned officers have been fully trained. The last Equipment Practice Sessions, required for first-time officers and open to all officers, were held on June 6.

We conducted an online Q&A session for all election officers on June 8. We will host another Q&A session, exclusively for Chief Officers and Assistant Chief Officers, on June 17.

We will publish the Chiefs Briefing, required for all Chief Officers and Assistant Chief Officers, on or about June 11.

